

**AGENDA ITEM:** System Plans of Service for 2003/04

**ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:** Consider System Plans of Service for fiscal year 2003/04.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the Library of California Board approve the System Plans of Service for each of the 15 CLSA Cooperative Library System submitted for fiscal year 2003/04.

**BACKGROUND:**

CLSA System Plans of Service were submitted to the California State Library for approval by the Library of California Board as authorized in CLSA Section 18724 (b). In the review of the system plans of service, staff noted that several of the systems were not complying or had not specified compliance with the requirement for System Advisory Board involvement in the development of the System plan of service. CLSA Section 18750 states, "The duties of each system advisory board shall include...(a) Assisting the Administrative Council in the development of the system plan of service." State Library counsel advised that, at minimum, the system should have the SAB discuss and review the plan of service for its approval by the LoC Board. In August, a letter was sent to each system affected by this issue requesting that they describe the citizen involvement in the development and review of the annual plan of service. Responses have been received from each system, an addendum document has been added to their plans of service, and, in some cases, systems submitted a revised System Advisory Board plan of service report. All systems are now in compliance with the CLSA statute and regulations.

**GENERAL OVERALL PROGRAM UPDATES:**

**CURRENT STATUS:** CLSA programs are divided into service areas used in the funding formula, and reports from the systems correspond to these service areas. These include: Communications and Delivery, System Reference, and System Advisory Board. System Plans of Service are summarized in this Board packet by service components are included with the respective document for each program.

Relevant Committee: Budget and Planning  
Staff Liaison: Sandy Habbestad